WHICH SUBMISSION CHANNEL SHOULD I USE?

Invoices For Phase 1 Institutions

If your invoice is for any of the institutions listed below, please submit invoices via **SAP Business Network** according to the applicable go-live date.

Phase	PHI / Cluster	Initial Go-Live Date	Revised Go-Live Date	Last Invoice Submission Date
Phase 1a	WoodlandsHealth Alexandra Hospital	1 June 2026	3 August 2026	22 July 2026
Phase 1b	The remaining NHG Health and NUHS clusters, AIC, Synapxe & 1FSS	15 June 2026	17 August 2026	4 August 2026

For the complete list of Phase 1 institutions, please refer to the Go-Live Communication Letter.

Invoices For Phase 2 Institutions

Phase	PHI / Cluster	Initial Go-Live Date	Go-Live Date	Last invoice Submission Date
Phase 2	SingHealth cluster, ALPS and other entities	January – March 2027	January 2027	4 August 2026 (*AP Direct only.)* *Cut-off dates for hardcopy and email submissions will be communicated closer to Phase 2 Go-Live.*

For the complete list of Phase 2 institutions, please refer to the Go-Live Communication Letter.

Important: FormSG will serve as the interim invoice submission channel for Phase 2 institutions from 5 August 2026 to January 2027, before SAP Business Network Go-Live in January 2027.

Hardcopy and email submissions may continue to be accepted, where applicable.

Do not submit Phase 2 invoices via SAP Business Network during this period, as this may result in processing and payment delays.

IMPORTANT REMINDERS

- Payment terms and payment cycles remain unchanged during the transition.
- Please submit each invoice through only one submission channel.
- Do not submit the same invoice multiple times via FormSG, email and/or hardcopy.
- Duplicate submissions may result in payment delays.
- For suppliers submitting invoices for **Phase 2 institutions**, additional transition arrangements and SAP Business Network onboarding information will be communicated closer to the Phase 2 go-live date.

NEED ASSISTANCE?

Supplier Onboarding to SAP Business Network: **1FSS_Ariba_Suppliers@1fss.com.sg**

Invoice Processing Matters: 1FSS AP Team

We strive to respond to all enquiries within three (3) working days. Please note that response times may be extended during peak enquiry periods.

Thank you for your continued partnership.

1FSS Enablement Team